



# CITY MANAGER'S **UPDATE**

Monthly report to the City of Annapolis City Council

JULY 2015

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## Performance Measures

### Police Calls and Service Times

Month	2012	2013	2014	2015	Average Emergency Response Time	PI Accident/ Response	Armed Subject/ Response	Shots Fired/ Response
January	3153	2596	2894	2571	1:30 Minutes	12 = 1:20	3 = 1:31	19 = 1:41
February	2725	2399	2714	2422	2:09 Minutes	9 = 2:18	2 = 1:15	6 = 2:55
March	3217	3117	2885	2714	1:06 Minutes	13 = 1:07	9 = 1:18	3 = 0:55
April	2997	2931	3005	2808	1:24 Minutes	21 = 1:50	6 = 1:06	15 = 1:17
May	3259	3145	3197	2961	1:28 Minutes	14 = 1:11	4 = 2:13	20 = 1:01
June	3100	3051	3161	3059	2:14 Minutes	20 = 3:03	18 = 1:21	23 = 2:19
July	3123	3176	3515	3076	1:43 Minutes	21 = 2:10	4 = 1:53	13 = 1:08
August	3033	2995	3280					
September	3180	3342	3129					
October	3239	3269	3158					
November	2748	3472	2763					
December	2667	2670	2551					
Totals	36163	36252	36252	19,611				
Avg Per Day	106.1 cfs	99.5 cfs	98.5 cfs	92.5 cfs				

## Crime

Crime	Murder	Rape	Rob Arm	Rob NWU	Agg Aslt		Burg-Res	Burg-C om	Larce ny	MV Theft	Total
July 15	0	3	2	2	11		16	5	91	6	136
July 14	0	0	2	5	10		15	8	84	3	127
Diff +/-	0	+3	0	-3	+1		+1	-3	+7	+3	+9
Diff % +/-	0.00%	100.00%	0.00%	-60.00%	9.09%		6.25%	37.50%	7.69%	50.00%	6.67%
				Monthly	Total					Monthly	Total
Violent Crime Diff +/-				+1	5.56%		Property Crime Diff+/-			+8	5.88%

Violent crime for the month is up by 3 incidents or a 5.5% increase. This is due to an increase in reported rapes. There has also been an increase in property crime led primarily by an increase in thefts. Overall crime, year to date, is up 3% led primarily by burglaries and thefts.

### Condition Index for Streets

- Total length of City streets – approximately 90 miles of roadway are City maintained.
- Weighted average “Remaining Surface Life” of City streets – 8.1 years
- 2015 paving total – 0.38 miles

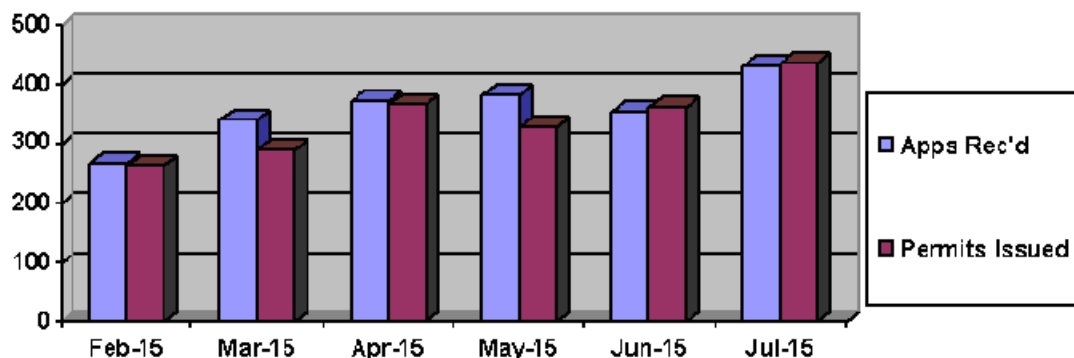
### Diversion Rate of Solid Waste from Disposal at a Landfill

- July diversion rate – 41.0%
- 12-month (August 2014 – July 2015) diversion rate – 42.6%

### Water Quality Testing Results

- There were no water quality issues with the July water samples.
- There have been no water quality issues with water samples taken in 2015.

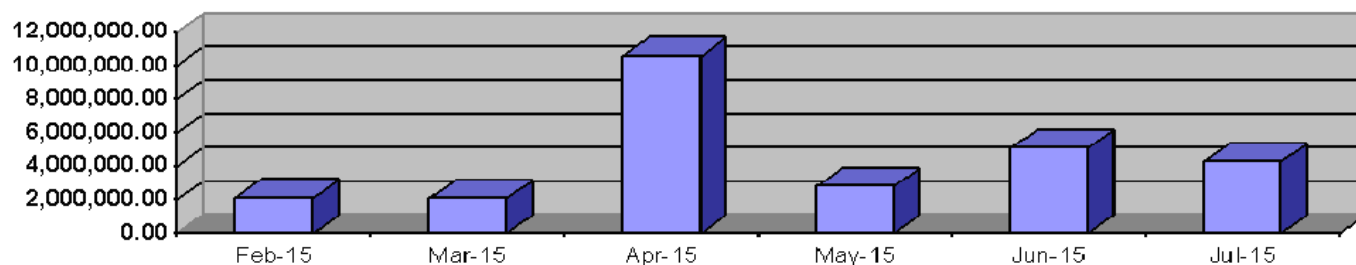
## Permits



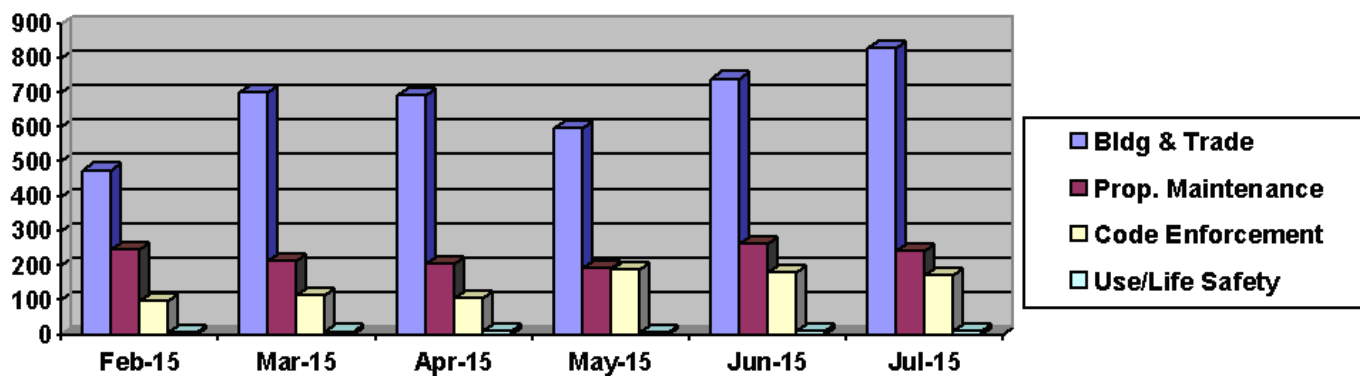
Permit applications received	431
Permits issued	436

### Value of Private Construction

Total \$4,294,217.63

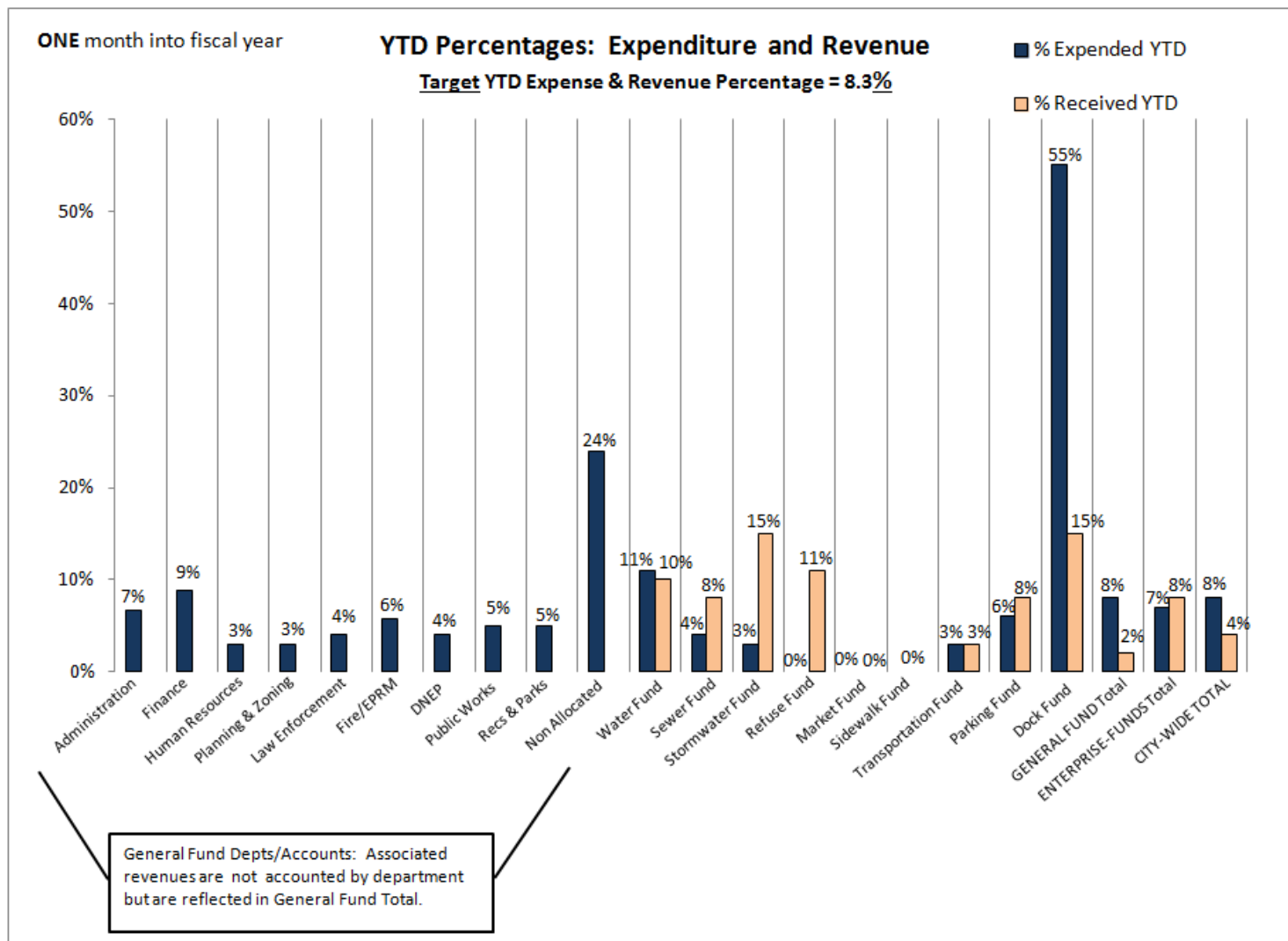


### Private Construction Inspections Performed



Building and Trade Inspections	828
Property Maintenance Inspections	243
Code Enforcement Inspections	171
Use/Life Safety Inspections	10

## Budget Status



## Central Purchasing

### Current Procurements

#### RFP 15-11 – Integrated Parking Operations and Management Services

- 4 proposals received. Under review.

#### RFP 15-15– Bus Shelters

- Awarded to Decamil. PO to be issued.

#### RFP 15-18 – Historic Preservation Consultants

- 23 Qualification statements received. Under review.

**RFP 15-21 – APD Indoor Firing Range Replacement**

- 3 Proposals received. Under review.

**RFP 15-22 – APD Firing Range Ventilation System Replacement**

- 3 Proposals received. Under review.

**RFP 15-23 – Upper West Street Sector Study**

- 7 Proposals received. Under review.

**IFB 15-27 – Second Street Pump Station Repairs**

- 3 Bids received. Under review.

**RFQ 15-28 – City Dock Bulkhead Replacement – Construction Services**

- 7 Qualifications packages received. 5 firms short listed. Bids due 8/20.

**RFP 16-03 – City Hall HVAC Replacement – Design/Build Services**

- 2 firms short listed. Proposals due 8/20.

**RFP 16-04 – Assessment of Corrective Measures – Annapolis Landfill**

- Proposals due 8/12.

**RFP 16-06 – Energy Performance Contracting**

- Proposals due 9/23.

**Completed Procurements**

**RFP 13-27 Maynard Burgess House Renovation**

- Awarded to Lewis Contractors. Project scheduled for August 2015 completion.

**RFP 14-12 – City Dock Bulkhead Replacement - Design**

- Awarded to EBA Engineering. Project scheduled for July 2015 completion.

**RFP 14-14 DPW Maintenance Facilities – Design/Build Services**

- Awarded to Gardiner & Gardiner. Demolition phase scheduled for September 2015 completion.

**RFP 14-21 Flume Evaluation**

- Awarded to GHD. Project scheduled for August 2015 completion.

**RFP 14-22 Water and Sewer Buried Asset Evaluation**

- Awarded to GHD. Project scheduled for August 2015 completion.

**RFP 14-23 – Main Street Reconstruction Design Services**

- Awarded to EBA Engineering. Project scheduled for August 2015 completion.

**RFP 15-04 – Bundled Construction Projects – ADOT**

-Awarded to Albrecht Construction. Project scheduled for August 2015 completion.

**RFP 15-10 – Storm Water Management Inventory and Watershed Improvement Plan**

- Awarded to URS. Project scheduled for December 2015 completion.

**IFB 15-05 Janwal II Water Tank Painting**

- Awarded to Ionion Painting. Project scheduled for August 2015 completion.

**RFP 15-09 – Truxtun Pool Assessment**

- Awarded to SEI Architects. Project scheduled for September 2015 completion.

**RFP 15-12 Annapolis Renewable Energy Park**

- Awarded to BQ Energy. Lease approved. Project scheduled for October 2016 completion.

**IFB 15-17 – Annapolis Dam Repairs**

- Awarded to M2 Construction. Project scheduled for February 2016 completion.

**RFP 15-20 – Eastport Traffic Study**

- Awarded to Sabra Wang & Associates. Study scheduled for March 2016 completion.

**IFB 15-25 – City Dock Bulkhead Replacement – Steel Sheet Piles**

- Awarded to Skyline Steel. PO issued. Delivery scheduled for October 2015.

**IFB 16-01 – Water Treatment Chemicals**

- Annual contracts awarded to Carmuese Lime, USALCO, Mosaic Global Sales and Suffolk Sales and Service.

**IFB 16-02 – Roadway Supplies**

- Annual contracts awarded Reliable Contracting, FTC Aggregate, Patuxent Materials, and Chaney Enterprises.

**Pending Procurements**

**RFP 15-13 Transit Bus Advertising Program**

- Draft at MTA. Waiting for concurrence to release RFP.

**IFB 16-05 – Wayfinding Sign Fabrication**

- Draft in progress. Anticipated release in August.

**IFP 16-07 – Helix Mooring Installation**

- Draft in progress. Anticipated release in August.



## Capital Projects

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### **Pump Station Replacement/Rehabilitation**

Pump Replacement – Bids have been opened for the bypass of the Second St. pump station and repair of the wetwell, in conjunction with installation of a new pump and rehabilitation of the motor control center. Purchasing is reviewing the bids. Bywater Pump Station Rehabilitation – Construction at the pump station is substantially complete. The contractor has submitted the final version of the operation and maintenance manuals and continues to work on punch list items.

### **Sewer Rehabilitation /Water Distribution**

USNA Flowmeter (72004) – The kickoff meeting for evaluation of the existing flumes was held on July 7. The consultant continues to collect and analyze data from the flowmeter sites. Buried Asset Evaluation (72004 & 71003) – Weekly meetings are now being held with the consultant to discuss project status.

### **Water Tank Rehabilitation**

Janwal Tank exterior painting work continues.

### **New Water Treatment Plant (WTP)**

WTP Design/Build (D/B) – Project work continues, including submittal reviews, concrete slab and wall pours, concrete form and rebar work, new raw water main and electrical upgrades.

### **Annapolis Water Reclamation Facility AWRF Projects - Influent Pump Station project and Flow Measurement project (County Managed)**

Influent Pump Station – A meeting for the engineering study of the hydraulic issues at AWRF Influent Pump Station (for City flow) is scheduled on August 26. Flow Measurement Improvements – The Mayo force main project, which will include AWRF City and County flow measurement improvements, is underway with work proceeding on the easements necessary for the force main alignment.

### **Dam Repair at Waterworks Park**

Held the pre-construction meeting on-site on Thursday, July 30. The executed contract was hand-delivered. The Notice to Proceed was issued for August 10.

### **City Hall Restoration**

Tree removal was completed at the site of the generator pad. Soils testing scheduled. HVAC upgrade project bids are due on August 20.

### **Landfill Gas Mitigation**

An RFP for the Assessment of Corrective Measures (ACM) has been issued and proposals are due on August 13. Sampling work continues for the semi-annual monitoring events.

## **Maintenance Facilities**

The contract for the demolition of 935 and 937 Spa Road facilities was signed on July 22. Temporary trailers have been staged at 932 Spa Road. The project architect is working on drawings for demolition and trailer renovation permits. Demolition is tentatively scheduled for early November contingent on permitting and BGE approval.

## **Stormwater Management Retrofit**

A pipe repair project is planned at 806 Tyler Avenue, with construction planned for August 2015. Inspection was performed at a storm drain failure on Newman Street and repair options are being evaluated. Additional stormwater issues have been identified, inspected in the field, and are being evaluated for potential solutions.

## **Maynard Burgess House**

Siding 100% completed. Front stairs have been installed, railing and stairs primed and painted. Painters are scheduled to complete painting of the ramp and railings on August 14.

## **Main Street Reconstruction**

An inventory of buildings with sprinkler system connections indicates that approximately 51 buildings do not have sprinkler connections with an estimated cost in excess of \$1,000,000 to install.

## **Road Reconstruction**

FY16 resurfacing has begun with the milling of Admiral Drive, Cedar Park Road from Farragut to Windell Avenue, and Locust Avenue from Cedar Park Road to Poplar Avenue. Paving is scheduled for August.

## **City Dock Bulkhead Replacement, Phase 2**

Bid documents were issued to qualified contractors July 13. Addendum #1 was issued July 31<sup>st</sup> with no change to Bid Due Date of August 20<sup>th</sup>. The steel order was placed with Skyline Steel on July 10. Steel is due to be rolled the first week of August. Shop Drawings were received for review on July 27. The City presented to HPC a utility structure consistent with HPC guidelines based on comments from the presentation in June, and requested approval of a utility structure for the required electrical equipment. The application was continued to the next meeting on September 8. A Fire Department Standpipe adjacent to the Blackshear monument, along with five stormwater management rain barrels at the Harbormaster building, were approved administratively by the Historic Preservation Officer.

## **Personnel Update**

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### **New Hires**

Finance:

Accountant (1)

#### Transportation:

PT Bus Drivers - (2)  
Parking Enforcement Officer (1)

#### Recreation and Parks:

Temps (7)

#### PIO:

Camera Operator (1)

#### Interns:

Finance, Law & P&Z (3)

### Promotions/Internal Vacancies Filled

#### DNEP:

Administrative Office Associate

#### FINANCE:

Assistant Finance Director

## Law Office Report

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### Open Litigation

Case Name	Dept	Comments
White, et al. v. COA U.S. District Court Case No. CV-01130-JFM (L21-13)	APD	Motions pending
Moe's Southwest Grill PJR A.A. Circuit Court Case No. C-2013-178391 (L39-13)	BOA	Court of Special Appeals affirmed Circuit Court decision, which affirmed BOA approval of special exception for Chipotle Mexican Grill at 36 Market Space; Petition for Writ of Certiorari filed in Court of Appeals; ruling on Petition is pending
City of Annapolis v. SPAW, LLC (Municipal Infractions) A.A. District Court Case No. 3z36100886, 5z36100888	HPC	Appeal to Circuit Court of District Court's finding of Municipal infraction; trial 12/17/14 – continuation of trial date pending

Travis v. City US District Court Case No. 1:14-CV-00424-ELH (L4-14)	APD	Trial 8/17/15
McShane Glover – PJR A.A. Circuit Court Case No. C-2014-190935 AA (L72-14)	HPC	Memoranda filed; oral arguments pending 10/5/15
Stansbury v. COA U.S. District Court of MD, Civil Action No. 1:15-CV-497-GLR	PW	Complaint and Answer filed; discovery ongoing
City v. Groblewski A.A. District Court Case No. CV-15-003794	AFD	Complaint filed and served/ discovery ongoing; new trial date pending
Rodriguez v. City of Annapolis A.A. District Court Case No. CV-15-003948	DOT	Complaint and Answer filed; discovery ongoing; trial date pending
Sheahan PJR (3 Revell Street) A.A. Circuit Court Case No. CV-2015-001576 (L56-15)	HPC	Petition for Judicial Review and Answer filed; Memorandum of Law pending
Cecelia Brown v. COA A.A. District Court Case No. CV-15-004927 (L59-15)	PW	Complaint and Answer filed; discovery ongoing; new trial date pending
Deanna Crawford v. COA A.A. District Court Case No. CV-15-004930 (L58-15)	DOT	Complaint and Answer filed; discovery ongoing; trial date 8/27/15
De De Enterprises, Inc. t/a Free State Printing v. City A.A. District Court Case No. CV-15-006469	Finance	Complaint and Answer filed
<b>MCCR / EEOC Cases:</b>		
MCCR / APD	APD	Fact-finding conference heard on 4/15/15; decision pending
<b>Administrative Hearings:</b>		
(none currently)		
<b>Workers' Compensation Appeals to Circuit Court:</b>		
Imhof v. City		Trial date set for 6/11/15, however, Judge Manck granted Claimant's motion to remand. Waiting on Order and will discuss further action upon receipt of same; DA will follow up with CA regarding same.
Cook v. City		Trial date set for August 4-5, 2015. Trial Concluded. <b>Verdict in Favor of City of</b>

		<b>Annapolis. WCC Order Affirmed. Claim Disallowed.</b>
<b>Disability Retirement Review Board Appeals:</b>		
Aaron v. City	AFD	Dismissed by employee; CLOSED
Thomas v. City	AFD	Hearing pending on 8/25/15
<b>Union Grievances:</b>		
(none)		

## Adopted Legislation

### Adopted on 7/27/15

- R-15-15 Exempt Service – Job Description - For the purpose of approving the updated Job Description for the City Attorney position.
- R-20-15 Honoring Alderman Richard E. Israel - for the purpose of honoring and remembering Alderman Richard E. Israel and his contributions to the City of Annapolis and the State of Maryland.
- R-33-14 Vehicular Access to and Internal Roadways within Certain Property adjacent to Aris T. Allen Boulevard – For the purpose of empowering the City of Annapolis to consider, and to potentially allow, vehicular access between Aris T. Allen Boulevard/Maryland 665 and certain adjacent property within the City limits as well as private roadways within said adjacent property.
- O-23-15 Modifications to the Tables of Uses for Business and Mixed Use Zoning Districts – For the purpose of adding “Personal Fitness Studios” to the tables of uses; defining “personal fitness studios” and “Physical Health Facilities;” and all other matters generally relating to such uses.
- O-25-15 Environmental Commission – For the purpose of establishing a quorum of the Environmental Commission.
- O-26-15 Water and Sewer Rates and Stormwater Fees – For the purpose of increasing the metered use water and sewer rates, and Stormwater fees in the City of Annapolis.
- O-28-15 Lease of Truxtun Park to Kayak Annapolis, LLC – For the purpose of approving the lease of certain City-owned property at Truxtun Park to authorize the operation of a kayak water touring business; and matters generally relating to said lease.

- O-30-15 Exempt Service - Positions Included – For the purpose of including the positions of Attorney 1 and Attorney 2 to the Exempt Service set forth in Chapter 3.08 of the Code of the City of Annapolis; and all other matters generally relating to positions included in the exempt service.
- O-31-15 Title 3 HUMAN RESOURCES – For the purpose of rewriting and revising certain sections of Title 3, Human Resources; to simplify and reorganize that Title for ease of use, to clarify processes, to remove obsolete language, to include substantive changes; and matters generally relating to Title 3.
- O-32-15 Annapolis Renewable Energy Park – For the purpose of approving the land lease agreement of certain City-owned property containing the closed City of Annapolis Landfill for the construction and operation of a solar photovoltaic (PV) electricity generating facility to be located at those portions of the closed City of Annapolis Landfill; and matters generally relating to said lease.

## **Alcoholic Beverage Control Board**

(The ABCB did not meet during the month of July)

- **SPECIAL CLASS C, ONE DAY LIQUOR LICENSES ISSUED IN JULY = 16**

## **City Clerk**

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- 11 - Fully Executed Legislation
- 17 – Fully Executed Contracts/Agreements
- 3- Request for information via Citizen's completed
- 4- Requests for information Alderpersons
- 2- City Departments information requests
- 10- Special Event Application Reviewed
- 5 – Solicitors Application Regular
- 7- Registration Certificate for Exempt Peddlers Applications
- Working with Intern – Achieving, Filing

## **Board of Supervisors of Election**

1 – Meeting with Chair of the Board of Supervisors of Elections

## **Public Safety Update**

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### **Fire Department**

#### **FIRE DEPARTMENT**

## **Monthly News/New Projects**

- The Department responded to 841 calls for service in July and a total of 5648 calls for 2015 with the following breakdown:
  - EMS-615 or 73%
  - Fire – 141 or 17%
  - Service –53 or 7%
  - Rescue –25 or 2%
  - Hazmat –7 or 1%

### **Notable Incidents –July Highlights:**

- 7/3/15 - Boat Fire - Thomas Point Road
- 7/4/15 - EMS/Fire/HazMat/EOD support for Annapolis July 4 Special Event
- 7/4/15 - Working Dwelling Fire Dispatch - 1609 Cedar Park Road
- 7/16/15 - Suspicious Package - Rowe Boulevard
- 7/21/15 - Rescue Box, overturned vehicle, 1072 Bay Ridge Road
- 7/26/15 - Working Dwelling Fire Dispatch - 907 Bay Ridge Road
- 7/27/15 - Vehicle into the gas pump with fire - 1000 Forest Drive
- 7/28/15 - Water Rescue - 299 6th Street
- 7/30/15 - Working Dwelling Fire - 619 Severn Island Court
- 7/31/15 - Working Dwelling Fire Dispatch - 1335 Douglass Avenue
- 7/31/15 - Suspicious Package - 511 Taylor Avenue
- 7/31/15 - Working Dwelling Fire Dispatch - 808 Carrollton Road
- Completed 71 new fire safety building inspections and 10 re-inspections (includes inspections conducted by station personnel).
- Training hours completed –1035
- ISO rating – Class 2
- We have made the initial contact with ISO to have our rating reviewed in hopes of obtaining a Class 1 rating. We are providing them with some data and completing a questionnaire and will hold the first meeting with ISO on August 11, 2015.
- Units participated in annual Annapolis July 4<sup>th</sup> parade-and other smaller parades throughout the City. Also worked on July 4<sup>th</sup> IAP.
- Engine 35 and Ladder Truck 39 transferred to Anne Arundel County while County stations covered Baltimore City Stations for a Baltimore City firefighter funeral.
- Chief Stokes held annual July 4 Cookout.
- Completed interview component of hiring process, conducting background checks.
- Conducted an annual review of our Cell Phones and Air Cards for FY16, Eliminated two cell phones and one air card. Approximately \$1,800 savings for FY16.
- The Fire & Explosive Services Unit responded to 7 Explosive Services Requests and 4 K-9 requests and completed 7 fire safety inspections. They also conducted five (5) fire investigations, two (2) departmental investigations and assisted police with four (4) calls.
- Updated our “After the Fire” pamphlet that is given to the occupant of a structure after a fire.
- Attended several safety & security meetings for Houses of Worship.
- Attended Monthly Public Safety Meeting (PSC).
- Added a Past Chief section to our web-site – the section includes a photo and brief reflection of our past Fire Chiefs’ careers.

- Chief Stokes, D/C Simmons and Captain Bowes from the Fire Marshal's Office had several conversations with Harpers Ferry WV, Town Officials regarding fire safety and prevention after their recent fire in the Historic District.
- The EMS Division has been successful in obtaining free vascular screening for all firefighters from AAMC. The screenings were conducted July/August 2015.
- Developed due date list by month to identify projects, training and other items with monthly due dates.
- Transferred ownership of De-Con unit to Howard County Fire Department on July 21, 2015.
- This month's Fire Prevention Message banner is "Back to School- Watch for Kids, Buses and Speeding".
- We are working with Public Works regarding some access issues for our vehicles on Bates Street.
- A pressure test of the City Dock Standpipe system failed the leak test again. I have asked that the repairs be completed before the Fall Boat Shows.
- The Department is still in the process of hiring four (4) lateral entry firefighters.
- The Concrete pad was poured for new generator at the Taylor Ave. Fire Station.
- The crew at the Eastport Fire Station pulled together and purchased a new bicycle for a neighborhood child whose bicycle was unsafe.

### **Financial Activity Report**

- OVERTIME COSTS: (Note: Budgeted monthly average \$35,833.00)
- For the month of July the Department used 672.50 hours of overtime at a cost of \$36,346.37 this represents a usage of 8.45% of our total annual budget available for overtime. Our YTD overtime expenditures are \$36,346.37 or 8.45% of our annual OT budget.
- We currently have two (2) personnel on long term disability (one is scheduled to retire on disability effective August 1, 2015) and five (5) vacancies which are impacting our overtime budget.
- One person on modified duty due to a work related injury.

### **Major Planned Actions**

- Continue with Smoke Detector outreach program.
- This year (2015) marks the 40<sup>th</sup> anniversary of paramedic service in the City of Annapolis. The Department has started planning to recognize this event.
- Prepare for Fire Prevention Month in October.

## **EMERGENCY MANAGEMENT**

### **Incidents and Events**

- The Heat Emergency Action Plan (HEAP) was activated **2** times in the month of July, with a total of **0** cooling center participants. The Office of Emergency Management Heat Emergency Action Plan activates the Pip Moyer Recreation Center as a cooling center when Heat Index levels reach 105.
- July 4, 2015 – Fourth of July Parade and Fireworks Display
  - The Annapolis Emergency Operations Center served as the Incident Command Post during the July 4<sup>th</sup> parade down West St and Main St, as well as the fireworks display at Annapolis Harbor. The EOC activated at a Level 3 and included representatives from the Annapolis Police, Annapolis Fire, and



Annapolis OEM. Participating Offices and Agencies met twice before the event, and an Incident Action Plan was collaborated and disseminated to event personnel. The Parade and Fireworks were a success with no injuries.

- July 19, 2015 – Extreme Heat
  - OEM sent one Emergency Management Alert to inform key officials, employees, and surrounding partners about extremely high temperatures and the activation of the HEAP. Temperatures were expected to reach 90 degrees with the Heat Index reaching 105.

## **Planning**

- OEM staff screened and interviewed applicants for the Emergency Planner Contractual Position. A final selection is imminent and the planner will start in August.
- OEM coordinated the submission of two Hazard Mitigation Assistance grant applications. Planning and Zoning is applying for funding to build the Cultural Resources Hazard mitigation Plan, and Public Works is seeking funding for a downtown flood mitigation construction project. The applications were submitted on July 31<sup>st</sup> to the Maryland Emergency Management Agency.
- On July 2<sup>nd</sup> OEM staff attended a July 4<sup>th</sup> Operational briefing to review the Incident Action Plan for the Parade and Fireworks display scheduled for July 4<sup>th</sup>.
- OEM staff attended a meeting on July 8<sup>th</sup> with Annapolis Fire, Anne Arundel County Department of Health, and Anne Arundel County Office of Emergency Management to review the site being used for the Drive through Flu Clinic.
- On July 10<sup>th</sup> OEM Staff met with The Mayor's Office Event Coordinator and Head Parade Marshall to debrief and discuss strengths and areas of improvement from the events during July 4<sup>th</sup>.
- OEM Staff participated in a conference call on July 14<sup>th</sup> with FEMA Technical Assistance to discuss the City of Annapolis Recovery Plan.
- On July 14<sup>th</sup>, all OEM staff went to HACA and conducted an After Action meeting regarding the Newtowne Twenty power outage that occurred on June 26<sup>th</sup>. Action items were provided to HACA officials and OEM plans to set up a Table Top Exercise to discuss new HACA response procedures to events that affect the HACA population.
- OEM Staff presented to the Public Safety Committee of the City Council on July 20<sup>th</sup>, discussing the July 4<sup>th</sup> Parade and Fireworks, the recent L'Hermione event, the HACA power outage, and both Hazard Mitigation Grant Assistance applications.
- OEM staff attended a meeting on July 20<sup>th</sup> with members of the Anne Arundel County Office of Emergency Management, Anne Arundel County Department of Aging & Disabilities, and the Health Department to discuss working with local assisted living facilities and nursing homes to support their emergency preparedness plans and ensure compliance with HB770.
- OEM staff attended a conference call meeting of the UASI Executives on July 21<sup>st</sup>.
- On July 22<sup>nd</sup>, OEM staff attended a Shelter meeting at Anne Arundel County EOC to discuss the status of shelter operations as well as go over the Shelter Plan which went into effect in April. OEM may draft a Standard Operating Procedure (SOP) for the Pip Moyer Recreation Center that connects to the Shelter Plan.
- On July 23<sup>rd</sup>, OEM staff listened to a webinar hosted by MEMA and the Maryland Department of Agriculture regarding the Highly Pathogenic Avian Influenza.
- OEM staff attended the MEMA Emergency Managers' Workshop on Civil Disturbance
- OEM staff attended a meeting of the UASI Emergency Management Subcommittee on July 28<sup>th</sup>. This meeting was used to focus on Regional Evacuation Technical Assistance.
- OEM staff continued to update the Basic Plan of the Emergency Operations Plan.
- On July 30<sup>th</sup> OEM held a general staff meeting.

- OEM Staff attended an Initial Debris Management Meeting with Public Works on July 31<sup>st</sup>.

### **Training/Exercise**

- On July 6<sup>th</sup>, OEM staff along with Anne Arundel County Health Department, Anne Arundel County OEM, and Annapolis Fire Department went to the Navy Stadium to conduct a site visit for the Drive-Thru flu clinic in the fall. A draft site-map has been produced and will be approved at the next planning meeting August 4<sup>th</sup>. The Drive-Thru Flu Clinic is scheduled for October 21<sup>st</sup>.
- On July 14<sup>th</sup>, OEM staff participated in a WebEOC meeting with MEMA and other local jurisdictions.
- On July 16<sup>th</sup> OEM Staff attended a Debris Management Workshop conducted by FEMA.

### **Outreach**

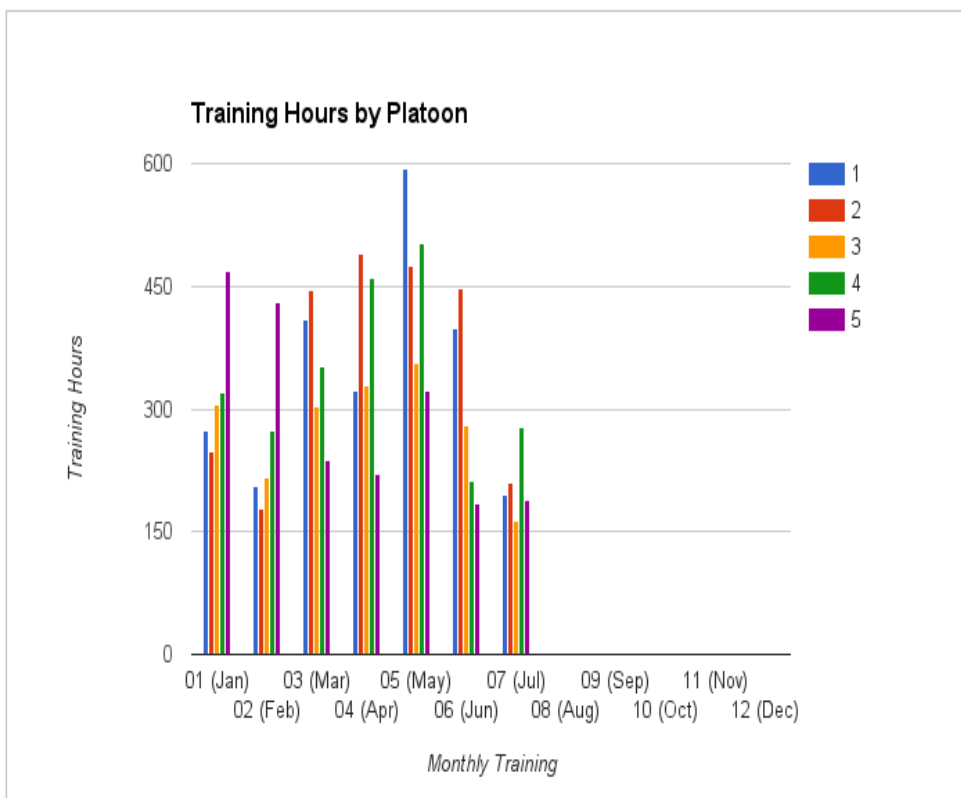
- OEM staff presented at the monthly meeting of the Annapolis & Anne Arundel County Convention and Visitor's Bureau on July 9<sup>th</sup>.
- OEM staff participated in the House of Worship security forum at Mount Olive Community Life Center on July 21<sup>st</sup> to provide information about how to be prepared for a range of crisis situations such as arson or an active shooter.
- OEM staff participated in the Annapolis Green radio program on July 7<sup>th</sup> to discuss the Cultural Resources Hazard Mitigation Plan and the July 9<sup>th</sup> town hall meeting.
- OEM staff attended the town hall meeting at the Compromise St. Marriott on July 9<sup>th</sup> to educate the public on the Weather it Together program in support of the Cultural Resources Hazard Mitigation Plan.
- OEM hosted local high school students in the Emergency Operations Center on July 13<sup>th</sup> to provide a tour and an interactive exercise to demonstrate the responsibilities of the Office of Emergency Management.
- OEM staff participated in Bloomsbury Square Unity Day on July 25<sup>th</sup>.
- On July 29, OEM staff presented to 3 HACA summer camps on their HACA Safety Day.
- Downloads of the emergency management free mobile app "Prepare Me Annapolis" reached 1,473 as of July 30<sup>th</sup>, 2015.
- OEM has increased its Twitter followers to 814.
- OEM has increased its Facebook 'likes' to 897.

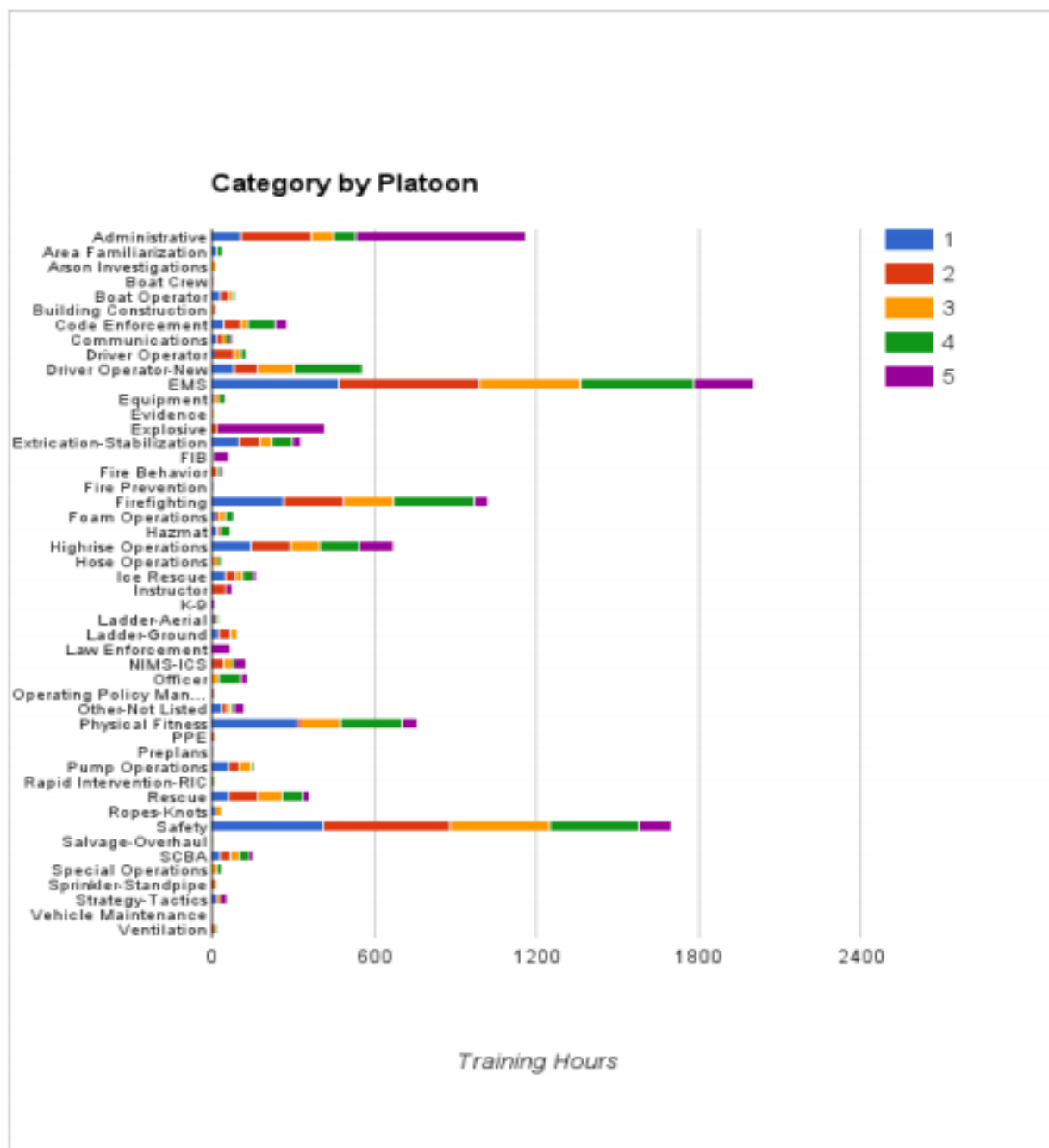
### **Grants Management**

- OEM continues to encumber funds in the FY 2014 Urban Area Security Initiative (UASI) and State Homeland Security Grant Programs.
- A Grant Adjustment Notice (GAN) has been established for EMPG FY 2015 and will be sent for approval shortly.

July	
UASI FY 2014 CCTV	\$1,219.00
UASI FY 2014 LETPA	\$2,474.25
	\$2,700.00
UASI FY 2014 MCCV	\$14,089.00
UASI FY 2014 HAZMAT	\$7,649.00
<b>TOTAL UASI FY 2014</b>	<b>\$28,131.25</b>
SHSG FY 2014 Contract Services	\$1,152.00
<b>TOTAL SHSG FY 2014</b>	<b>\$1,152.00</b>
<b>TOTAL July 2015 Grant Expenditures</b>	<b>\$29,283.25</b>

	01 (Jan)	02 (Feb)	03 (Mar)	04 (Apr)	05 (May)	06 (Jun)	07 (Jul)	08 (Aug)	09 (Sep)	10 (Oct)	11 (Nov)	12 (Dec)	Totals
1	273.5	205	409.5	322	594	398.5	196						2398.5
2	249	177.5	446	490	474	447	210						2493.5
3	305.5	216	304	328.5	357	280	162.5						1953.5
4	320.5	272.5	353	460	501.5	213	278						2398.5
5	468.5	430	238	220	323	184.5	189	0	0	0	0	0	2053
<b>Grand Total</b>	1617	1301	1750.5	1820.5	2249.5	1523	1035.5	0	0	0	0	0	11297





	1	2	3	4	5	Grand Total
Administrative	109.5	259	84	82.5	629	1164
Area Familiarization	18			19.5		37.5
Arson Investigations			15			15
Boat Crew	1	3				4
Boat Operator	31.5	34	12	6		83.5
Building Construction			10		1	11
Code Enforcement	41.5	69.5	24	101	46	282
Communications	16.5	21.5	14.5	15.5	7	75
Driver Operator	9.5	74.5	23.5	17.5		125
Driver Operator-New	85	88.5	133.5	252		559
EMS	471.5	519.5	373.5	418.5	223.5	2006.5
Equipment	6	4.5	14	28		52.5
Evidence			6			6
Explosive		16	4		399	419
Extrication-Stabilization	103	73	44	76	34	330
FIB				4	62	66
Fire Behavior	2	18	1	13	6	40
Fire Prevention	1				0.5	1.5
Firefighting	267.5	222	183	297.5	54	1024
Foam Operations	14	9	30	30		83
Hazmat	20.5	14		35.5		70
Highrise Operations	146	145.5	107	148	125.5	672
Hose Operations		7	16	10.5		33.5
Ice Rescue	52.5	36	24	37.5	12	162
Instructor		49.5	2		26	77.5
K-9					9	9
Ladder-Aerial	8	11		5		24
Ladder-Ground	23	50	20.5			93.5
Law Enforcement					73	73
NIMS-ICS	3	40	32	10	40	125
Officer		2	26.5	79.5	22.5	130.5
Operating Policy Manual	6	1				7
Other-Not Listed	38.5	20.5	12.5	13	38.5	123
Physical Fitness	315	15	144	229.5	56	759.5
PPE	1	8				9
Preplans					4	4
Pump Operations	62.5	37	49.5	6		155
Rapid Intervention-RIC		6		2		8
Rescue	63	109	86.5	76	26	360.5
Ropes-Knots	14		21			35

<b>Safety</b>	415.5	465.5	369.5	327.5	125	1703
<b>Salvage-Overhaul</b>			4			4
<b>SCBA</b>	34.5	33	36	34.5	13.5	151.5
<b>Special Operations</b>		2	16	16		34
<b>Sprinkler-Standpipe</b>		13	3			16
<b>Strategy-Tactics</b>	18	7.5	7	2	20	54.5
<b>Vehicle Maintenance</b>			0.5			0.5
<b>Ventilation</b>		9	4	5		18

## Police Department

### 1. Personnel

	Sworn	Full Civilian	Contractual Full	Contractual Part	Temporary	Exempt	<b>Total</b>
<b>Current</b>	<b>102</b>	<b>27</b>	<b>6</b>	<b>3</b>	<b>11</b>	<b>5</b>	<b>154</b>
<b>Vacant</b>	<b>7</b>	<b>3</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>13</b>
<b>Total Allocated</b>	<b>109</b>	<b>30</b>	<b>8</b>	<b>4</b>	<b>12</b>	<b>5</b>	<b>167</b>

There are currently 4 light duty officers.

### 2. Community Relations

#### JOINS:

Officers reviewed 5 reports for the 5 juveniles arrested during this period. Of these cases, zero met the JOINS criteria. There is currently one youth in the program. A total of two home visits were made.

#### Hispanic Liaison:

Mr. Hudson has been assisting CID with multiple investigations.

**ALERT Grant:**

Mrs. Hartlove assisted with the Fish Camp. She conducted vehicle checks in the Graul's parking lot and sent letters to owners who left their vehicle's unlocked. She attended the Church Security Symposium and Harbour House Day Camp Safety Day.

**Explorers POST 199:**

The Annapolis Police Explorers had four meetings in July. They started a PT program this month and we will be continuing that from now on. The kids are really enjoying the workouts. The initial PT Test is next month and they will be re-evaluated every two months. In August they will start training for the 2016 Conference in Arizona.

**Community Services Section attended the following meetings/events:**

- CSAFE/ HEAT Team (1)
- Explorers Meeting/ Training/ Events (4)
- Honor Guard Training
- UASI PIO Meeting
- Most Wanted Tapings (1)
- New applicant interviews
- Fish Camp
- Admiral Heights Bike Parade
- Admiral Oaks Student Appreciation Day
- Church Security Symposium
- Obery Court Summer Camp
- Harbour House Summer Camp Safety Day
- All City of Annapolis Parks and Recs Summer Camps
- Germantown Homewood Community Association meeting
- Woodside Gardens Community meeting
- CRASE ALERRT Training – Officers Thiel and Smikle attended

**Upcoming Events:**

- Clay St Public Safety Team
- Explorers
- Stanton Center Girls Club
- Safety Camp
- National Night Out
- Community Helpers Day at West Street Library
- Mariners Point Community Meeting
- Community Day at John Wesley UM Church
- Neighborhood Watch Meeting
- Back to School Backpack giveaway at Oxford Landing
- ECA Picnic
- UASI PIO Meeting
- Most Wanted



- HEAT Meeting

### 3. Special Events

July Special Events and Meetings				
Date	Event / Meeting	Location	# Officers	Costs
07-02	Tides & Tunes	2 <sup>nd</sup> St		
07-02	Nite with Stars	City Dock		
07-02	Bay Hawks Lacrosse	NAAA Stadium	4 Officers	\$1,033.37
07-04	July 4 <sup>th</sup> Parade & Fireworks	City Wide	60 Officers	\$23,545.07
07-04	Navy Band	City Dock		
07-04	W/A Parade	Wardour	2 Officers	
07-04	Eastport Parade	Chesapeake Ave	2 Officers	
07-04	Bembe Beach Party	Bembe Beach		
07-04	Market St Blk Party	Market St		
07-05	Lagond Concert	City Dock		
07-07	Navy Band	City Dock		
07-07	ATB 10 K Meeting	Bay Bridge	Gibbs	
07-09	Nite with Stars	City Dock		
07-09	Jazz @ Whitmore	Whitmore Park		
07-09	Tides & Tunes	2 <sup>nd</sup> St		
07-10	Music @ Chambers	Chambers Park		
07-11	Women's Distance Fest	Melvin Ave		
07-12	Gospel @ Whitmore	Whitmore Park		
07-13	Sidewalk Revival	W.Washington St		
07-14	Navy Band	City Dock		
07-16	Bay Hawks Lacrosse	NAAA Stadium	4 Officers	\$1,197.30
07-16	Tides & Tunes	2 <sup>nd</sup> St		

07-16	Nite with Stars	City Dock		
07-16	Common Cause Rally	Lawyers Mall		
07-17	Anna. To Balto Race Meeting	City Hall		
07-18	EMS Demo	Truxton park		
07-18	City Dock Wedding	City Dock		
07-21	Navy Band	City Dock		
07-23	Nite with Stars	City Dock		
07-23	Jazz @ Whitmore	Whitmore Park		
07-23	Tides & Tunes	2 <sup>nd</sup> St		
07-24	Music @ Chambers	Chambers Park		
07-25	Bay Hawks Lacrosse	NAAA Stadium	4 Officers	\$1,096.20
07-25	Bloomsbury Unity	Bloomsbury Sq.		
07-28	Navy Band	City Dock		
07-29	10 Mile Meeting	APD	Gibbs	

#### 4. Notable Events

- During the month of July the APD participated in the planning and presentation of the County Wide Church Security Forum. The first forum was held on July 27th with additional forums to follow.
- On 7-1-15 the Drug Enforcement Unit executed a search and seizure warrant at 701 A Newtowne Dr Annapolis, Md 21401. The target of the warrant, Hector Colon, was located in the living room. A plastic baggie corner and paper documents were recovered from the master bedroom. Also searched was a Chrysler located outside 701 Newtowne Dr parked on the street. During the search of the trunk of the vehicle, a blue zip up sweatshirt and a black shirt were located inside a plastic bag. Wrapped up inside the two shirts was a black in color 9 mm Kel Tech sub 2000 semi automatic rifle. Wrapped up with the gun was a (30) magazine loaded with (11) full metal jacket rounds. Colon was placed under arrest. Colon advised that the car was is. Colon is a convicted felon for a prior Possession with Intent to Distribute Narcotic which prohibits him from possessing a firearm or ammunition. Colon also had an open warrant for failure to appear.
- On 7-10-15 DEU executed a search and seizure warrant at 709 C Newtowne Dr Annapolis, Md. 15 grams of Heroin and 7.9 grams of crack cocaine was recovered from Johnson's person. Also recovered from Johnson was a digital scale and \$329.00 US Currency. Paper documents belonging to Johnson and numerous plastic baggies were located in the living room along with men's clothing.

Inside a garbage bag containing men's clothes was a black in color Nike bag. This bag contained a Silver Lorcin .380 handgun and a Black Fratelli Tangfolio .45 Caliber handgun. The .380 contained (6) rounds in the magazine and (1) round in the chamber. The .45 Caliber contained (7) rounds in the magazine and (1) round in the chamber. Under the pillows that were laying on the living room floor was a silver Smith and Wesson 9mm handgun. This gun contained (8) rounds in the magazine.

Officers also recovered from a storage room, next to the apartment, a box of sandwich bags and a digital scale. It appears that this is one location that dealers are using to package drugs. Also in this room, a clear plastic baggie was located hidden in a vent. The baggie contained 5 grams of Heroin and 4 grams of mushrooms. An orange and black bag was located behind a refrigerator. The bag contained a silver Fratelli Titan .380 Handgun, a black Israel Military Jerico 9mm Handgun, a black Intratec Tech 9 Semi Automatic Pistol, a box of .380 bullets and (2) boxes of 9mm bullets. The 9mm handgun contained (15) rounds in the magazine. There were (2) extended magazines located with the Tech 9. One magazine contained (29) rounds and the other contained (9) rounds.

## Planning Activity

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### Comprehensive Planning

- July 2: Planning Commission update on West Annapolis Sector Study and continuance of hearing on Ordinance O-23-15 Modifications to the Table of Uses for Business and Mixed Use Zoning Districts. Planning Commission recommended approval and ordinance was approved by City Council July 27
- July 28: BRTB Monthly meeting--Maximize 2040 public meeting to be held Sept. 30 at Annapolis High School
- Draft adequate public facilities for schools ordinance introduced. Will go to Planning Commission for public hearing on Sept. 3
- Proposals for Upper West Street Sector Study are in, currently under review. Interviews to be scheduled with top candidates.
- July 28: Presentation to Goucher College graduate program on urban planning, art, and revitalization

### Current Planning

#### 1. Monthly News/New Projects

- Special Exception (SE2015-004) for Robert Adams to establish "Chinquapin Self Storage" a 4-story self-storage facility with 5,500 sq.ft. of first floor retail space, located at George Ave.,
- Subdivision (SUB2015-005) for Thomas Flory, to subdivide parcel 1623 into two lots (Lots 6R & 21R), located at 1811 McGuckian St.,

- Zoning Text Amendment (ZTA2015-003) for the purpose of amending Retail Use, the 3 standards for Uses Subject to Standards and Parking Requirements in the WMC Zoning District,
- Zoning Text Amendment (ZTA2015-002) for the purpose of adding review criteria and certification for adequate school facilities to Title 22 of the Code of Annapolis,
- Site Design Plan Review (SDP2015-037) for Ann Goldman Trustee, to demolish the existing burned out structure and construct a new single-family dwelling, located at 225 Severn Ave.,

## **2. Major Planned Actions**

- Planning Commission, August, 2015  
No Public Hearings and Deliberations as the Commission has the month of August off
- Board of Appeals, August, 2015  
No Public Hearings and Deliberations as the Board has the month of August off

## **Community Development**

### **1. Community Development Block Grant**

Held orientation sessions for the three grantees that were either new or had Davis Bacon requirements for their projects. (Blessed in Tech, Samaritan House and Boys and Girls Club). Review grant agreement provisions and reporting requirements.

Completed, mailed and circulated for signatures 14 CDBG grant agreements. All but one have been executed. Will distribute once HUD executes the City's agreement.

Revised reporting forms for all CDBG activities. Forms converted to fill-in PDF files for easy use by our grantees.

Consultant completed the scope of services for the Stanton Center, next step review by Public Works then to Central Purchasing for bid.

Completed input into IDIS of all CDBG project accomplishments for FY 2015.

### **2. Homeless**

Attended Emergency Solutions Grant Program training at MD of Housing and Community Development. Applications are due September 1, 2015. The City will apply for \$145,000 for operating expenses for the Light House Shelter. Last year we received \$123,000.

### **3. MPDU Program**

All rental units at the Point are occupied. Sailor's Quay still has one out of two units to sell and Boucher Place has three out of four units. Law Office is looking a changing legislation to allow these units to be purchased.

#### **4. Miscellaneous**

Reaching ways to fund repairs to the Clay Street History Kiosk on W. Washington and West St. Working with Signcraft to determine how to replace one panel that is extremely faded. Also looking for funding to replace the faded panel.

### **Historic Preservation**

#### **1. Historic Preservation Commission**

**23** - Administrative applications were reviewed, approved and issued by staff.

Total estimated costs of approved applications -

Private - \$218,537.50

Public - \$50,000.00

**3** - Public Hearing approvals issued.

Total estimated costs of approved applications -

Private - \$54,000.00

Public - \$0

**38** - Historic Preservation Tax Credit (HTC) applications were submitted with \$1,598,864.38 in qualifying expenditures.

Commercial vs. Residential – Commercial – 3 / Residential – 35

Total Amount of Tax Credits given by the City of Annapolis for FY16 - **\$120,515.13**

#### **2. Hazard Mitigation Planning for Historic District**

- Town Hall meeting hosted 7/9/15 attended by 150 local residents and 12 partnering core team members including local, state and federal agencies and nonprofit organizations
  - Resulted in 23 community volunteers to participate in smaller group discussions
- Secured a \$20,000 Urban Land Institute grant to continue public outreach and secure additional expertise and best practices in climate change adaptation

#### **3. Cultural Landscape Survey / Report**

- National Park Service conducted a visual preference survey during Weather It Together Town Hall
- Partnered with MAP to conduct a visual preference survey during MML conference
- NPS conducted walking survey and completed mapping of key viewsheds in CLS study area; identified boundary for CLS

#### **4. HPC Enforcement**

- Circuit Court hearing rescheduled for 2 Maryland Avenue

#### **5. HPC Education / Outreach**

- 50th Anniversary Preservation Pioneers Awards hosted by City of Annapolis and Historic Annapolis on June 9th honored 12 individuals who played a leading role in the development of the Historic Landmark District in 1965.

## **6. City Property Activities**

- Met with Historic Annapolis, Maryland Commission on African American History and Culture and potential donor to discuss completion of restoration and interpretation of Maynard Burgess House

## **7. Heritage Commission**

- Proposed candidate to Office of the Mayor as qualified for appointment to Heritage Commission.

## **8. Main Street Program**

- Coordinating on Strategic Alliance planning for merger between MainStreets Annapolis Partnership and Annapolis Business Association

## **9. Financial and Activity Report**

### *HPD funding from City as approved for FY16*

- \$15,000 for Consulting Services.
- \$5,000 for Heritage Commission.
- \$35,000 for Annapolis Landmark 50<sup>th</sup> Anniversary.

### *P&Z pass-through funding (\$85,000.00)*

- \$15,000 for Arts & Entertainment District.
- \$50,000 for MainStreets Annapolis Partnership.
- \$20,000 for MainStreets Annapolis Partnership – Annapolis in Bloom.

### *Current Grants secured by HPD (\$99,524 awarded)*

- \$3,136– Maryland Association of Historic District Commissions – To fund scholarships for members of the Annapolis Historic Preservation Commission and staff for National Preservation Conference.
- \$25,000.00 – From Maryland Historical Trust – For Cultural Resources Hazard Mitigation Plan. Remaining balance of \$170.00
- \$46,388.00 – Dept. of Natural Resources – For Designing a Cultural Resource Resiliency Plan. Remaining balance of \$3,293.76
- JUST AWARDED - \$25,000 – Urban Land Institute/Baltimore Chapter – For public engagement in Cultural Resource Hazard Mitigation plan development and expert technical assistance on flood mitigation designs.
- DRAFT PROPOSAL - Submitted to MEMA for preliminary for review on July 30 for a project total of \$142,000 for Hazard Mitigation Plan update to include Cultural Resource Hazard Mitigation Plan

## **Recreation and Boating**

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### **Recreation**

- Pip Moyer Recreation Center (PMRC) total attendance for July was 7,526

- Summer Camps - 690 children have registered and participated in summer camps thus far this summer - Truxtun Park Day Camp, Kids Camp, Recreation and Enrichment Camps, Splash Camps, Boating Camps.
- Men's Summer Basketball League concluded - had 10 teams participating. The Champion was "Shake-n-Go" winning in triple overtime.
- Stanton Center Recreation and Enrichment Camp has 49 participants per day.
- Launched the Employee Wellness Program to promote a healthy lifestyle among City employees.
- Hosted two swim meets and had end of the season banquets for swim teams.
- Preparing for the start up of the Latchkey Program at Elementary Schools in coordination with the start of the school year.

## **Parks**

- Pip Moyer Recreation Facility Repairs - meeting room partition repaired, new tables (40) and chairs (150) ordered and received, begun systematic painting of the interior of the building.
- Leaks were identified in the Truxtun Pool. One was repaired in the bottom of the pool. Another was detected in the return line plumbing. This leak will be repaired after the close of the pool for the season.
- Truxtun Skate Park - Grand Opening of the renovated Truxtun Park Skate Park will take place August 26th. Country Music Artist Kip Moore will be appearing and making a special presentation.
- Arts In Public Places Commission Summer Concert Series at City Dock taking place every Thursday night -started July 2nd and runs through Sept 4th.

## **Boating**

- Assisted with the 4th of July Celebration and coordinated the large volume of boats on the water and Dock during the Holiday weekend..
- Harbormaster Assistants Peter Della and Bob Tice rescued three people from possible drowning in the Main Mooring Field of Spa Creek. An adult male, adult female and male toddler approximately three years old had overturned their canoe.
- Repairs to Patrol Boat One have been completed and the boat has returned to duty.
- Revenue for July was up 2% over July of 2014 - \$10,583 higher.

## **Transportation**

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### **Monthly News**

#### **Status of Capital Projects**

1. HVAC – unit has been ordered and installation will be in September 2015
2. Bus Wash Facility – painting and plumbing have been completed; remaining work on track to be completed in September 2015
3. Operations Control Center – scheduled to begin in late August.
4. Facility Lighting and Surveillance System – on track to be completed in September 2015
5. Tire Storage Facility – structure has been erected, on track for completion at the end of August 2015
6. Bus Shelters: A contract has been awarded to *Decamil* for the design, engineering, and fabrication of bus shelters with advertising panels. This procurement has about 12-week lead time after an agreement is signed by the City and *Decamil*. Installation of the bus shelters, which is the next phase, is **not** part of this procurement.

### **Transit Training**

With the assistance of the City's Risk Manager, the Bus Operators and Supervisors received Bloodborne Pathogen training during the July Safety & Security Training Meeting. The transit buses are now all equipped with Bloodborne Pathogens Spill Clean-up Kits.

### **Parking – Special Assignment**

A Parking Enforcement Officer was assigned to the police department for traffic control on July 20, 2015, leaving one PEO on duty on that day.

## **Activity Report**

### ***Parking***

On-Street Parking, July 2015

Citations	2,035
Revenues	\$54,222

Parking Garages – Revenue and Vehicles Parked, July 2015

<b>Garage/Lot</b>	<b>Revenue</b>	<b>Vehicles Parked</b>
Gotts	\$156,507.67	18,036
Hillman	\$252,600.76	26,933



Knighton	\$41,831.81	5,402
Park Place	\$113,063.84	8,801
South Street Lot	\$13,581.46	1,550
Larkin Street Lot	\$11,214.14	50
Total	\$588,799.68	60,772.00

### ***Transit Operations***

#### Overtime and Leave (sick, vacation personal) Hours

In transit operations, overtime is mainly a function of sick, vacation and personal leave. There was no overtime in Administration and Maintenance divisions. Below are the overtime and leave hours for the period July 2, 2015 through July 29, 2015.

#### *Transit Vehicle Operations – Bus Operators only*

Overtime: 739.5 hours

Leave (sick, vacation and personal, etc): 832 hours

#### *Transit Supervision*

Overtime: 118 hours

Leave (sick, vacation and personal, etc): 24 hours

#### July 2015 Ridership and Farebox Revenue

Total ridership in July 2015 was 43,423, down by 30.37% compared to July 2014 (Table 1). System-wide, this is the seventh consecutive month of significant reductions in ridership since the implementation of service reductions in November 2014.

Table 1. July 2015 Unlinked Passenger Trips

<b>Route</b>	<b>July 2015</b>	<b>July 2014</b>	<b>% Change</b>
Red	5,849	7,503	-22.04%
Yellow	2,821	3,499	-19.38%

Green	8,142	8,029	1.41%
Orange	2,245	1,626	38.07%
Gold	2,155	5,467	-60.58%
Brown	6,885	10,583	-34.94%
Purple	3,330	3,374	-1.30%
Circulator	6,774	16,003	-57.67%
State Shuttle	4,645	5,840	-20.46%
Paratransit	577	438	31.74%
<b>Total</b>	<b>43,423</b>	<b>62,362</b>	<b>-30.37%</b>

Table 2. July 2015 Farebox Revenue

<b>Route</b>	<b>July 2015</b>	<b>July 2014</b>	<b>% Change</b>
Red	\$8,803	\$10,739	-18.03%
Yellow	\$1,469	\$1,814	-19.02%
Green	\$12,014	\$12,311	-2.41%
Orange	\$3,220	\$3,207	0.41%
Gold	\$2,674	\$5,865	-54.41%
Brown	\$10,757	\$14,308	-24.82%
Purple	\$3,412	\$3,204	6.49%
Circulator*	\$5,908	\$0	0.00%
State Shuttle**	\$1,609	\$1,630	-1.29%
Paratransit	\$765	\$732	4.51%
<b>Total</b>	<b>\$50,631</b>	<b>\$53,810</b>	<b>-5.91%</b>
<i>*Circulator was free. Farebox revenue excludes sale of weekly, monthly, quarterly and annual passes</i>			
<i>**Fares from State Shuttle excludes fares from state employees which is average of \$22,083 a month</i>			